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CAREERS IN THE FOOD AND NUTRITION SERVICE

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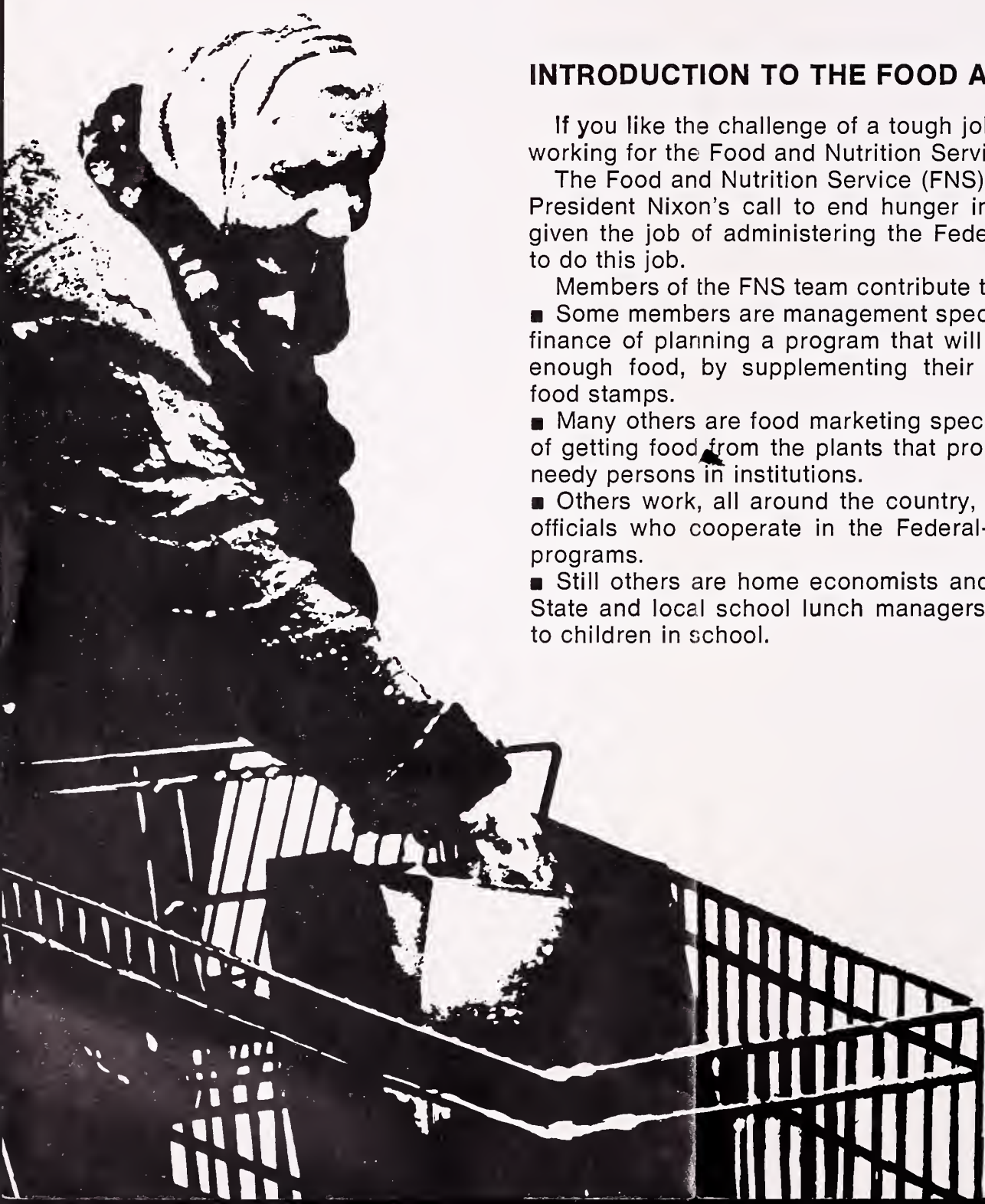
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United States Department of Agriculture
Food and Nutrition Service
Program Aid No. 1036)

CAREERS IN THE FOOD AND NUTRITION SERVICE



INTRODUCTION TO THE FOOD AND NUTRITION SERVICE

If you like the challenge of a tough job with rich rewards, you'll like working for the Food and Nutrition Service.

The Food and Nutrition Service (FNS) was set up in 1969 as part of President Nixon's call to end hunger in America for all time. It was given the job of administering the Federal-State-local food programs to do this job.

Members of the FNS team contribute to the program in many ways:

- Some members are management specialists who work with the high finance of planning a program that will help needy Americans to get enough food, by supplementing their food purchasing power with food stamps.
- Many others are food marketing specialists experienced in the jobs of getting food from the plants that produce it, to needy families and needy persons in institutions.
- Others work, all around the country, in liaison activities with State officials who cooperate in the Federal-State-local operation of food programs.
- Still others are home economists and food technologists who help State and local school lunch managers get more and better lunches to children in school.

Revised September 1975

How can you help? Are you a professional, a technician, or a clerk? You can do your part! If you are a secretary, a stenographer, a typist, a clerk—your skills are needed by FNS, to help wipe out hunger.

Perhaps you're interested in accounting, budgeting, personnel, or general management careers—there's a place for you, too, in FNS.

If, in fact, you have any of the skills that are useful to a business organization, the chances are that there's a place for you in FNS, particularly if you're adaptable. The Food and Nutrition Service has its headquarters in Washington, D.C., with five Regional Offices located in Atlanta, Chicago, Dallas, Princeton, and San Francisco. Many positions are located in other cities and towns across the United States.

The Food and Nutrition Service offers careers with the reward of challenge, action, and opportunity. You can have all of these plus the real satisfaction of doing a job that counts. You will also have the chance for good salary, excellent opportunities for advancement, better-than-average working conditions, and fringe benefits which include paid annual and sick leave, retirement, health and life insurance, and other benefits.

THE FOOD STAMP PROGRAM

The Food Stamp Program enables low-income families to buy more food of greater variety so they can have better diets.

In this way, it helps improve the health of needy families through better nutrition.

Low-income families using food stamps eat more and better foods. The largest consumption occurs in livestock products, fruits, and vegetables.

In addition to helping needy families, the Food Stamp Program also benefits their communities. Retail food sales increase because of the greater buying power of food stamp shoppers.

Families pay a prescribed amount, depending on income and family size, and receive an allotment of stamps approximating the amount they need to purchase a nutritionally adequate diet.

The coupons may be used to buy any food for human consumption in authorized retail stores. Certain elderly persons who cannot prepare their own meals may use their food coupons to pay for meals delivered to their homes by authorized nonprofit meal delivery services. Elderly participants

may also use their coupons for meals served by certain authorized communal dining facilities. Food retailers and meal delivery services are authorized by the Food and Nutrition Service of the U.S. Department of Agriculture (USDA). Coupons can be redeemed by authorized retailers and nonprofit meal delivery services at commercial banks or authorized wholesale food concerns.

Education in food management—planning, buying, and preparation—is an important part of the Food Stamp Program. This activity is carried out by the Federal Government and State agencies, together with numerous private groups and individuals, to help food stamp users get the most benefit from their increased food-buying power.

NATIONAL SCHOOL LUNCH PROGRAM

The National School Lunch Program, since 1946, has made it possible for schools throughout the Nation to serve wholesome, low-cost lunches to children each school day. These lunches make an important contribution to the good nutrition so vital to children's mental and physical development.

The Food and Nutrition Service of the U.S. Department of Agriculture administers the program in cooperation with State departments of education.

Federal funds for the School Lunch Program are apportioned among the States to reimburse participating schools. Extra cash assistance is available to help schools provide food service for needy children. Under the Nonfood Assistance Program, Federal funds help needy schools buy food service equipment so they can begin or expand food services. In addition, USDA buys and distributes foods to schools in the program. These foods include frozen and canned meat and poultry and a variety of canned fruits and vegetables.

All public and nonprofit schools of high school level or under may apply for participation in the program. To receive Federal aid, schools must agree to:

Serve nutritious lunches that meet the requirements for a "Type A" lunch as established by the Secretary of Agriculture. To meet the requirements of the "Type A" pattern, the lunch must contain: Milk, meat or alternate, vegetables and/or fruits, bread and butter. This pattern is designed to meet one-third of the recommended daily dietary allowances for children.

FOOD DONATION PROGRAM

Foods donated by the U.S. Department of Agriculture are used to improve the diets of: children in nonprofit school lunch programs, children in camps and institutions, needy Indian families on reservations and needy persons in institutions.

The program is called Food Distribution, and is administered by USDA's Food and Nutrition Service. It is an effective way to use the Nation's food stocks, so all citizens may share in our agricultural abundance.

Indians on reservations are also eligible for USDA-donated foods for their schools and their needy.

Children and adults in charitable institutions, such as orphanages, child care centers, homes for the aging, and hospitals serving needy people may also receive donated foods.

Campers attending nonprofit summer camps for children also benefit from USDA-donated foods. The sponsor or manager of such camps may apply for available foods through the distributing agency of the State where the camp is located. Donated foods are not available for the weekend or overnight trips, or for adult summer camps.

SPECIAL SUPPLEMENTAL FOOD PROGRAM FOR WOMEN, INFANTS, AND CHILDREN

The Special Supplemental Food Program for Women, Infants, and Children, provides specified nutritious food supplements to pregnant and lactating women, and to children up to 4 years of age who are determined by competent professionals to be "nutritional risks" because of inadequate nutrition and inadequate income.

Funds are made available to participating State health departments or comparable State agencies, or Indian tribes, bands or groups by a Department of Treasury "Letter of Credit." State agencies distribute funds to the FNS-approved local agencies. These funds are used to provide foods for recipients and to pay specified administrative and clinical costs.

One objective of the program is the collection of data which will medically identify the benefits of the food intervention program.



HOW YOU CAN BE CONSIDERED FOR EMPLOYMENT WITH FNS

Program Specialist and Positions in Management

When vacancies occur, college graduates or those with comparable work experience are competitively appointed from the Professional Administrative Career Examination (PACE). Some jobs require specific degrees or experience. Most candidates are hired at the GS-5 and GS-7 grade levels.

Home Economists

Occasionally, vacancies occur for Home Economists who have degrees in Home Economics with major coursework in foods institutional feeding. Candidates are selected on the basis of competitive score under a Civil Service Examination. Most positions are filled at the GS-5 or GS-7 grade levels.

Secretaries, Stenographers, Typists, and other Clerical Vacancies

Interested candidates may also be considered for interesting work in the secretarial and clerical fields. To qualify, candidates must pass a written and proficiency test. In some locations the FNS can administer the test. Positions are filled at the GS-2, 3, 4, or 5 grade levels depending on the candidate's education, experience, and civil service rating.

HOW AND WHERE TO APPLY

Interested candidates should send a completed application for Federal employment (SF-171) or a recent resume which indicates education, experience, salary requirements, and where you will accept employment, to:

Employment Branch
Personnel Division
Food and Nutrition Service
U.S. Department of Agriculture
Washington, D.C. 20250

Applications may also be submitted through the following FNS regional offices:

Northeast Region
729 Alexander Road
Princeton, N.J. 08550

Southeast Region
1100 Spring Street, N.W.
Atlanta, Ga. 30309

Midwest Region
526 S. Clark Street
Chicago, Ill. 60605

West-Central Region
1100 Commerce Street
Dallas, Tex. 75202

Western Region
550 Kearny Street
San Francisco, Calif. 94108

We will be pleased to advise you of your prospects for a career in the Food and Nutrition Service and how you can qualify under the U.S. Civil Service Merit System.

USDA policy does not permit discrimination because of race, color, national origin, sex or religion. Any person who believes he or she has been discriminated against in any USDA-related activity should write immediately to the Secretary of Agriculture, Washington, D.C. 20250.